

Chapter 2.04

CITY COUNCIL

Sections:

- 2.04.010 Meeting times, frequency and place.**
- 2.04.020 Standing committees—Appointment and designation.**
- 2.04.030 Standing committees—Duties.**
- 2.04.040 Cemetery committee—Powers and duties.**
- 2.04.050 Civic improvement committee—Powers and duties.**
- 2.04.060 Finance committee—Powers and duties.**
- 2.04.070 Fire committee—Powers and duties.**
- 2.04.080 Park committee—Powers and duties.**
- 2.04.090 Police committee—Powers and duties.**
- 2.04.100 Streets and alleys committee—Powers and duties.**
- 2.04.110 Water and sewer committee—Powers and duties.**
- 2.04.111 Ambulance committee—Powers and duties.**
- 2.04.1 20 Rules of order.**

2.04.0 10 Meeting times, frequency and place. The regular meetings of the city council shall be held at the city hall on the first and third Tuesday of each month and also on the first Tuesday following any regular city election. Such meetings shall be held at the hour of seven p.m. Special meetings may be called by the mayor or any three aldermen and it shall be the duty of the city police to serve notice of such special meeting upon request of the mayor or any three of the aldermen. If the regularly scheduled meeting should fall on a holiday, the meeting shall be held on the next night following the holiday at the hour of seven p.m. (Ord. 87-13 § 1, 1986: prior code § 2.102).

2.04.020 Standing committees — Appointment and designation. A. It shall be the duty of the mayor at the beginning of each year, at which members of the city council are elected, to appoint the following named standing committees of not less than three members:

1. Finance committee;
2. Street and alley committee;
3. Sewer and water committee;
4. Park committee;
5. Cemetery committee;
6. Fire committee;
7. Police and public health committee;
8. Civic improvement committee;
9. Ambulance service committee.

B. The mayor at the time of the appointment of the standing committees shall name one member from each committee to act as chairman thereof. Committee chairmen, with the approval of the committee, shall assign to one or more of the members of the committee

the direct responsibility for each of its several areas of responsibility. (Ord. 84-1 8 § 1, 1984; prior code § 2.103).

2.04.030 Standing committees — Duties. it shall be the duties of all standing committees to keep a close watch over the affairs of their respective departments and to properly investigate and report on all matters referred to them by the city council and perform such other duties as may be, from time to time, assigned to them. Each committee shall prepare a tentative budget and submit the same to the finance committee at least two weeks prior to the end of the current fiscal year. Thereafter the finance committee shall submit a tentative, recommended budget to the full council on or before the second regular council meeting of the second month of the new year. (Prior code § 2.104).

2.04.040 Cemetery committee — Powers and duties. The cemetery committee shall have direct supervision of Floral Hill Cemetery and all matters pertaining to the cemetery. (Prior code § 2.109).

2.04.050 Civic improvement committee — Powers and duties. The civic improvement committee shall be responsible for general civic improvement programs, urban renewal projects, private property improvements and special projects and all other matters not specifically designated for the above committees. The civic improvement committee shall also be responsible for periodically reviewing adopted codes and ordinances and to investigate and recommend the adoption of any codes and amendments to existing codes or ordinances as the committee may deem proper. (Prior code § 2.112)

2.04.060 Finance committee — Powers and duties. The finance committee shall be responsible for the preparation of the budget and for controlling all receipts and expenditures. The finance committee shall, in addition, have direct supervision of all insurance carried by the city, including amounts and types of coverage. The finance committee shall have direct supervision over all matters pertaining to the financial condition of the city, not limited to the budget, and shall have the responsibility for the annual appropriation ordinance, tax levy ordinance, and shall have the responsibility for the ordering and examination of all financial reports. In addition thereto, the finance committee shall have the additional responsibility and committee cognizance over city personnel, city property and housing, and city buildings, not otherwise designated for other committees. (Prior code § 2.105).

2.04.070 Fire committee — Powers and duties. The fire committee shall be responsible for the fire department, fire department buildings, equipment and the enforcement of fire and building codes. (Prior code § 2.110).

2.04.080 Park committee — Powers and duties. The park committee shall have direct supervision of all of the public parks in the city and all matters pertaining thereto including the swimming pool. (Prior code § 2.108).

2.04.090 Police committee — Powers and duties. The police committee shall be responsible for the police department, animal enforcement, and emergency services and disaster agency. (Ord. 8 1-33 § 1, 1980: prior code § 2.111).

2.04.100 Streets and alleys committee — Powers and duties. The committee on streets and alleys shall have direct supervision of all matters pertaining to the streets, alleys, sidewalks and parkways of the city. This committee shall further have supervision over trash collection and city lighting. (Ord. 81-26 § 1, 1980: prior code § 2.106).

2.04.110 Water and sewer committee — Powers and duties. The water and sewer committee shall be responsible for the waterworks, the sewerage treatment plant, all storm and sanitary sewers, the water collection office and all matters pertaining thereto. (Prior code § 2.107).

2.04.111 Ambulance committee — Powers and duties. The ambulance committee shall be responsible for the ambulance department, any buildings used to house the ambulances, for ambulance services, the equipment and enforcement of the ordinances established for the volunteer ambulance service, its volunteers, and all matters pertaining thereto. (Ord. 84-20 § I, 1984).

2.04.120 Rules of order. The following rules for the government of the deliberations of the city council are adopted:

A. Roll call;

B. Reading minutes of preceding meeting and special meetings, unless dispensed with, and their amendment or correction;

C. Presentation of petitions, claims, and reports of officers;

D. Reports of standing committees;

E. Reports of special committees;

F. Communications to the council;

G. Unfinished business;

H. New business;

1. No member shall speak more than twice on any question or more than ten minutes at one time, except by permission of the council;

J. All petitions and other communications to the council shall be in writing and filed away and preserved by the clerk;

K. On all points not herein specifically provided for, Robert's Rules of Order is adopted and made the law governing all deliberations of the council. (Prior code § 2.201).